Minutes of the

MEETING OF THE LAND USE ADVISORY COMMITTEE
Thursday, March 19, 2015

Committee Members Present:
Jon Commers, Chip Halbach, Phillip Klein, Bill Droste, Marvin Johnson, James McClean, James Saefke, Kathi Mocol, Elizabeth Kautz, Bill Neuendorf, and Pamela Harris

Committee Members Absent:
Mary Hershberger Thun, Kathi Hemken, Elizabeth Wefel, and Kristina Smitten

CALL TO ORDER
Committee Chair Commers called the regular meeting of the Council's Land Use Advisory Committee to order at 4:02 p.m. on Thursday, March 19, 2015.

INTRODUCTIONS
Chair Commers acknowledged three new members on the Committee and also thanked remaining members for reapplying to serve. New members, James Saefke, Kathi Mocol, and Pamela Harris, introduced themselves.

APPROVAL OF AGENDA AND MINUTES
Chair Commers asked for a motion to approve the minutes. A motion was made by Johnson, seconded by Klein, to approve the January 15, 2015, minutes of the meeting of the Land Use Advisory Committee. **Motion carried.**

INFORMATION

Membership and New Appointments – Jon Commers

Chair Commers noted that the Metropolitan Council approved appointments to this Committee at its March 11, 2015 meeting. He pointed out that there are still four vacancies in Districts 3, 7, 9, and 16. He asked that if any members know of someone they would recommend to please forward this information along to staff or himself.

BUSINESS

Appointment of Vice Chair – Jon Commers

Chair Commers requested that the Land Use Advisory Committee approved the appointment of Kristina Smitten as the Committee's Vice Chair for 2015.

A motion was made by Klein and seconded by Kautz to approve the appointment of Kristina Smitten as LUAC's Vice Chair for 2015. **The motion carried.**

INFORMATION

Update on Planning Assistance Grant Program – Jon Commers

Chair Commers reported on the action taken by the Community Development Committee at their March 16, 2015 meeting. After a lot of good discussion, he noted that they adopted Option 2 unanimously.

Halbach noted that he no longer had the map of communities and asked who would not be funded. Commers reviewed the criteria of Option 2 and stated that 51 communities met the criteria. He stated that the CDC felt it was more

important to provide larger grant sizes to fewer communities rather than smaller grants to more communities. He noted that if they had gone with LUAC's recommendation, 81 communities met the criteria, however, this would have resulted in much smaller grant amounts.

Harris asked if there was a list of the communities. Commers stated that the maps and criteria for the different options provided at the last meeting are online and could be emailed to Committee members as well.

Brief Introduction to the Local Planning Handbook – Angela Torres, Local Planning Assistance

Torres gave a brief synopsis of the work being done in the update of the Local Planning Handbook.

Klein asked if there are samples of language, etc. to be used when updating comprehensive plans. Torres stated there will be links to sample language in the Handbook.

Halbach, with respect to housing, asked if there will be housing content on the website. Torres stated that the website is not yet live. She noted that there won't be policy-level content, however, how local communities can meet their housing goal expectations will be included. She stated that they hope to have a test environment ready for roll out by the May 21, 2015, LUAC meeting.

Kautz commented on how much she appreciates all this work and thanked staff. Commers agreed and stated he feels this will be a valuable interactive tool for communities.

Local Planning Handbook Website Demonstration of Community Highlights – Freya Thamman, Local Planning Assistance

Thamman discussed the Community Highlights section of the Local Planning Handbook and noted that staff are looking for feedback on this component as well as suggestions for potential topic areas for communities to highlight.

Thamman discussed the "Nominate A Community" section that allows communities to submit nominations for expertise that they see in communities. She reviewed the nomination form to be used.

Commers stated that he liked the nomination idea and asked if there is any way for a community to query an issue they are having. Thamman stated this was an interesting idea.

Saefke discussed work that his city has done capturing rainwater for reuse in athletic fields.

Droste discussed work being done at the University of MN where they are studying state codes on ways to reuse stormwater runoff.

Klein asked how feedback for tweaks/improvements to the Handbook will be handled. Thamman stated that there will be a testing period and adjustments can be made. She noted this will be ongoing.

Droste asked about longevity of this tool. Barajas stated that the intent is to continually evolve and update this tool as changes are made to policy, statutorily, etc.

Thamman discussed the Frequently Asked Questions (FAQ's) component that will also continually evolve.

Dingle asked if there would be an index or table of context listing all of the different community highlights. She felt this would be a great resource for cities looking to make changes to current ordinances or policies. Thamman stated they could look at that.

Neuendorf asked more about the nomination process. Thamman stated that staff would respond to the receipt of a nomination and then review it. She stated that they are looking for a diverse range of topics. If there are multiple cities working on the same type of issue the most comprehensive would be chosen to highlight. Neuendorf responded that more is better and he would like to see many topics highlighted.

Halbach suggested, in response to Dingle's comment, that links to national sites highlighting successes would also be helpful.

Mocol asked once a community is highlighted, how long will it remain highlighted? Thamman stated the intent will be to save them all on the website.

Local Planning Handbook Mapping Services – Raya Esmaeili, Local Planning Assistance

Esmaeili gave a presentation on the mapping services available for 28 communities that are eligible. She reviewed the initial eligibility criteria.

Halbach stated that this relates, in part, to who was 'left out' of the eligibility for planning grants. Barajas noted that everybody is eligible to get help from sector reps and noted that about 15 of these recipients are not eligible for planning grants.

Chair Commers spoke to the history of the planning grant program and stated that he does not like the notion of communities being 'left out.' He stated that the Council felt giving larger grants to fewer communities would be more beneficial.

Halbach stated that he just wanted to give his support to the idea that half of the 30 communities no longer eligible for planning grants would now be getting some form of additional support.

Esmaeili pointed out that if cities don't have mapping software, they can use the online tool.

Updated 2015 Work Plan – Jon Commers

Chair Commers reviewed the updated 2015 Work Plan for this Committee.

Detrick stated that preparation for potential System Statement hearings would only be in the event that a community formally requests a hearing. This would only be in the event a community had a dispute with their System Statement that could not be resolved.

Halbach discussed pushback regarding affordable housing needs allocations. Barajas noted that in the past many issues raised were regarding forecasts and numbers, community designations, and allocation of affordable housing needs. Hopefully, these can be resolved, but may come to this committee for a hearing.

Neuendorf stated he's received questions of how the numbers are developed and how municipal boarders are established. He felt it would be good to be educated. Commers discussed the analysis done in the modeling of allocation of need. He stated that a presentation on the Housing Policy Plan, presented to the Community Development Committee on 3/2/15 could be forwarded to LUAC members. It specifically gives an overview of the following:

➤ Allocation of Affordable Housing Need

➤ Comprehensive Plan Requirements

➤ Housing Performance Scores

Next Meeting – May 21, 2015

ADJOURNMENT
Business completed, the meeting adjourned at 5:27 p.m.

Respectfully submitted,

Sandi Dingle
Recording Secretary